

# EVERETT CITY COUNCIL AGENDA ITEM COVER SHEET

**PROJECT TITLE:**

An Ordinance approving the appropriations of the 2016 revised City of Everett Budget and amending Ordinance No. 3512-16

_____	Briefing
_____	Proposed Action
_____	Consent
_____	Action
11/30/16	First Reading
12/07/16	Second Reading
12/14/16	Third Reading
_____	Public Hearing
_____	Budget Advisory

COUNCIL BILL #  
 Originating Department  
 Contact Person  
 Phone Number  
 FOR AGENDA OF

**CB1611-48**  
 Finance  
 Susy Haugen  
 425-257-8612  
 11/30, 12/07,  
 12/14

Initialed by:  
 Department Head  
 CAA  
 Council President



<u>Location</u>	<u>Preceding Action</u>	<u>Attachments</u> Attachment A	<u>Department(s) Approval</u>
-----------------	-------------------------	------------------------------------	-------------------------------

Amount Budgeted	\$354,908,630	
Expenditure Required	\$359,145,427	Account Number(s): See Attachment A
Budget Remaining	-0-	
Additional Required	\$4,236,797	

**DETAILED SUMMARY STATEMENT:**

The proposed ordinance amends the City of Everett 2016 Operating Budget as follows:

- General Government amendments increase revenue budgets by \$143,570, expenditure budgets by \$315,270, and reduce ending fund balance by \$171,700.
- Non-General Government amendments increase revenue budgets by \$1,500,000, expenditure budgets by \$3,921,527 and decrease ending fund balances by \$2,421,527.

**RECOMMENDATION** (Exact action requested of Council):

Adopt an ordinance approving the appropriations of the 2016 revised City of Everett Budget and amending Ordinance No. 3512-16.

ORDINANCE NO. \_\_\_\_\_



AN ORDINANCE approving the appropriations of the 2016 revised City of Everett budget and amending Ordinance No. 3512-16.

WHEREAS, the City Council has reviewed the amended budget appropriations and information which was made available; and approves the appropriation of local, state, and federal funds and the increase or decrease from previously approved programs within the 2016 Budget; and

WHEREAS, the applications of funds have been identified;

NOW, THEREFORE, the City of Everett does ordain that Ordinance No. 3512-16 is hereby amended by the amendments shown on Attachment A, which is incorporated by reference, which amendments shall be made to the 2016 Budget with a total increased appropriation amount of \$4,236,797.

	<b><u>Beginning Fund Balance and 2016 Revenues</u></b>	<b><u>Expenditures</u></b>	<b><u>Ending Fund Balance</u></b>
2016 Previously Amended Budget	\$ 508,966,427	\$ 354,908,630	\$ 154,057,797
Budget Amendment #4	1,643,570	4,236,797	(2,593,227)
2016 Amended Budget	\$ 510,609,997	\$ 359,145,427	\$ 151,464,570

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
CITY CLERK

Passed:  
Valid:  
Published:  
Effective Date:

## 2016 BUDGET ADJUSTMENTS for Budget Amendment # 4

### General Government Amendments

<u>General Government Amendments</u>			<u>Increase/(Decrease)</u>		
<u>Fund</u>	<u>Description</u>	<u>Revenues</u>	<u>Expenditures</u>	<u>Ending Fund Balance</u>	
GGA-34	Police	Traffic Safety Commission Grant	14,900	14,900	-
GGA-35	Police	FY16 STOP Violence Grant	32,170	32,170	-
GGA-36	Fire	Assistance to Firefighters Grant	45,700	76,600	(30,900)
GGA-37	Fire	Overtime increase	50,800	50,800	-
GGA-38	Municipal Court	Pro-tem judges		15,000	(15,000)
GGA-39	Animal Services	Retirement payout		5,600	(5,600)
GGA-39	Senior Center	Retirement payout		13,500	(13,500)
GGA-39	Library	Retirement payout		6,700	(6,700)
GGA-40	Fire	M&O increase		100,000	(100,000)
<b>Total General Government Amendments</b>			<b>143,570</b>	<b>315,270</b>	<b>(171,700)</b>

### Non-General Government Amendments

<u>Non-General Government Amendments</u>			<u>Increase/(Decrease)</u>	
<u>Fund</u>	<u>Description</u>	<u>Revenues</u>	<u>Expenditures</u>	<u>Ending Fund Balance</u>
NGA-17	Motor Vehicle Division	Vehicle purchases	229,000	(229,000)
NGA-18	Self Insurance Fund	Dental benefits	1,500,000	1,500,000
NGA-19	CIP 4	Capital projects	192,527	(192,527)
NGA-20	Transit	Property purchase	2,000,000	(2,000,000)
<b>Total Non-General Government Amendments</b>		<b>1,500,000</b>	<b>3,921,527</b>	<b>(2,421,527)</b>

<b>Total General and Non-General Government Amendments</b>	<b>1,643,570</b>	<b>4,236,797</b>	<b>(2,593,227)</b>
--	------------------	------------------	--------------------

**2016  
Budget Adjustments  
Tally Sheet**

	Department		Code	Rev	Exp	FB
GGA-34	Police	Amendment - Traffic Safety Grant	031A		14,900	
GGA-34	General Fund	Amendment - Traffic Safety Grant	002A	14,900		

The Washington State Traffic Safety Commission is providing funds to Snohomish County law enforcement agencies to conduct high visibility enforcement traffic safety emphasis patrols in support of Target Zero Team priorities.

For the October 1, 2016 through September 30, 2017, period, the allocation for the Everett Police Department's participation is \$2,800 for impaired driving enforcement, \$1,300 for distracted driving enforcement, \$1,800 for seat belt enforcement, \$5,000 for DUI enforcement, \$2,000 in flex funding for any of the aforementioned, and \$2,000 for motorcycle safety enforcement.

Council authorized the Mayor to sign the 2016-2017 Interagency Agreement at the September 28, 2016, Council meeting

Increase grant revenue	002	3332060131		14,900
Increase overtime budget	031	5220000120	14,900	

	Department		Code	Rev	Exp	FB
GGA-35	Police	Amendment - STOP Violence Grant	031A		32,170	
GGA-35	General Fund	Amendment - STOP Violence Grant	002A	32,170		

The Everett Police Department has been awarded funds from the STOP Violence Against Women Formula Grant program since 1997. The fiscal year 2016 agreement with the State Department of Commerce relates to use of grant program funding to improve the criminal justice and community response to violence against women in Snohomish County. The grant funds will be used to advance county-wide law enforcement training.

Council approved this grant contract at the October 5, 2016, Council meeting.

Increase grant revenue	002	3331657001		32,170
Increase professional services budget	031	5920000520	32,170	

	Department		Code	Rev	Exp	FB
GGA-36	Fire	Amendment - Assistance to Firefighters Grant	032A		76,600	
GGA-36	General Fund	Amendment - Assistance to Firefighters Grant	002A	45,700		(30,900)

The Fire Department was awarded a Department of Homeland Security, Assistance to Firefighters Grant earlier this year in the amount of \$700,000 to purchase SCBA bottles and packs. After completing the purchases, there was \$45,700 in grant funds leftover. The Department has been awarded the opportunity to use these funds towards the purchase of an air filling station for the SCBA bottles. The cost of the filling station is \$76,600, a City match of \$30,900 is required.

Increase grant revenue	002	3319700032		45,700
Increase equipment budget	032	5202621350	76,600	
Decrease ending fund balance	009	5980000490		30,900



**2016  
Budget Adjustments  
Tally Sheet**

	Department		Code	Rev	Exp	FB
GGA-37	Fire	Amendment - Overtime increase	032A		50,800	
GGA-37	General Fund	Amendment - Overtime increase	002A	50,800		

A budget amendment is requested to increase the Fire Department's overtime appropriation to acknowledge services provided to outside agencies . The City will be reimbursed by the various agencies assisted, including Snohomish County Special Operations department, City of Seattle, Washington State Patrol-State Mobilization, and the Military Department. Services provided include responding to wildland fires, providing storm assistance, and training.

Increase grant revenue	002	3339700182		2,349
Increase grant revenue	002	3339705600		3,250
Increase grant revenue	002	3339710181		8,636
Increase intergovernmental revenue	002	3422000000		36,565
Increase Fire overtime budget	032	5200000120	50,800	

	Department		Code	Rev	Exp	FB
GGA-38	Municipal Court	Amendment - Pro-tem Judges	005A		15,000	
GGA-38	General Fund	Amendment - Pro-tem Judges	009A			(15,000)

With the retirement of Judge Odell the court is using pro-tem judges for partial bench coverage. This amendment will increase the professional services budget to cover this expense.

Increase professional services budget	005	5010000410	15,000	
Decrease ending fund balance	009	5980000490		15,000

	Department		Code	Rev	Exp	FB
GGA-39	Animal Services	Amendment - Retiree payouts	026A		5,600	
GGA-39	Senior Center	Amendment - Retiree payouts	027A		13,500	
GGA-39	Library	Amendment - Retiree payouts	110A		6,700	
GGA-39	General Fund	Amendment - Retiree payouts	009A			(25,800)

This amendment increases the Animal Services, Senior Center, and Library budget for unbudgeted retirement payouts (vacation and sick leave).

Increase labor - Animal Services	026	5010000110	5,600	
Increase labor - Senior Center	027	5500000110	13,500	
Increase labor - Library	110	5300000110	6,700	
Decrease ending fund balance	009	5980000490		25,800

ATTACHMENT A

**2016  
Budget Adjustments  
Tally Sheet**

	Department		Code	Rev	Exp	FB
GGA-40	Fire	Amendment - Increase M&O budget	032A		100,000	
GGA-40	General Fund	Amendment - Increase M&O budget	009A			(100,000)

The Fire Department requests an increase to its M&O budget of \$100,000. The funds will cover expenses associated with recruiting, North Bend training ,and outfitting of new firefighters. The department has had a higher than normal turnover rate in 2016.

Increase travel/training	032	5450000445	46,700	
Increase professional services	032	5200000410	18,200	
Increase uniform budget	032	5450001260	35,100	
Decrease ending fund balance	009	5980000490		100,000



**2016  
Budget Adjustments  
Tally Sheet**

	Department		Code	Rev	Exp	FB
NGA-17	MVD	Amendment - Vehicle & Equip. Purchases	126A		229,000	(229,000)

This amendment increases the vehicle and equipment expenditure budget in Fund 126, MVD, for Parks department vehicle replacements, including a heavy-duty pick up truck, a small dump truck, and a chipper.

Increase vehicle expenditures - Parks	126	5200101640	229,000	
Decrease ending fund balance	126	5980000490		229,000

	Department		Code	Rev	Exp	FB
NGA-18	Self-Insurance Fund	Amendment - Dental Benefits	508A	1,500,000	1,500,000	-

The City converted its dental benefits from a fully insured program, to a self-insured program in 2016. As a result, actual dental claims are now paid from the Self-Insured Health Benefits Fund 508. Departmental budgets were allocated funding for dental benefits under the original budget, but the claims were not budgeted in Fund 508 pending actual experience. This budget amendment will provide the budget authority in Fund 508 necessary to fund the dental claims.

Increase dental claim expenditures	508	5170100240	1,500,000	
Increase employer contributions	508	3695000100		1,500,000

	Department		Code	Rev	Exp	FB
NGA-19	CIP 4	Amendment - CIP 4 Projects	162A		192,527	(192,527)

This amendment increases the CIP 4 expenditure budget for the Downtown Everett Hotel Project as approved by Ordinance 3516-16.

Increase CIP 4 transfers out	162	5625210550	192,527	
Decrease ending fund balance	162	5620999490		192,527

	Department		Code	Rev	Exp	FB
NGA-20	Transit	Amendment - Property Purchase	425A		2,000,000	(2,000,000)

This amendment increases Transit's capital outlay for the purchase of property located at 3600 Smith Avenue as approved by Council at the June 29, 2016, Council meeting. The acquisition price was \$4.0 million plus closing costs. Transit's original 2016 budget had capital outlay funding of just over \$2.0 million; therefore, an additional \$2.0 million is needed to fund this purchase.

Increase capital outlay budget	425	5135010000610	2,000,000	
Decrease ending fund balance	425	5999000000490		2,000,000

ATTACHMENT A